

HAZARDS	WHO MIGHT BE HARMED	WHAT IS ALREADY BEING DONE	WHAT FURTHER ACTION IS NECESSARY	ACTION BY WHO	
ELECTRICITY Electric shocks,Burns Faulty equipment Un guarded surfaces	<ul style="list-style-type: none"> ● Public ● Hirers ● Contractors ● Volunteers ● Cleaner 	<ul style="list-style-type: none"> ● PAT Testing yearly Brandon Electrical PAT Test Monday August 9 th 3pm 2021	To report any faulty equipment immediately. To advise users of where the FUSE BOX IS AND HOW TO SWITCH OFF AND WHO TO CONTACT IN AN EMERGENCY	Manager	
SMOKE ALARM		CHECKED REGULARLY		Manager	Checked April 2021
BOILER/HEATERS		<ul style="list-style-type: none"> ● Yearly service Monday 19 th July 8.30am	To report to the Manager if found faulty	Manager	